

Job Readiness - Roseville Workshops for FEBRUARY 2009

The following workshops have been scheduled at the Roseville EDD Office, 1880 Sierra Gardens Drive, Suite 100, Roseville at the designated times. These workshops are open to anyone 18 years of age or older. For more information, call (916) 784-6111, or 774-4044. See reverse for workshop descriptions.

Instructed by Gilda Garrido of Roseville Adult School.

(MON)	(TUES)	(WED)	(THURS)	(FRI)
2 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Successful Work Habits (2:30-4)	3 Job Readiness/ Applications (9-2:30) Lunch (12-1) Goal Setting/Decision- Making (2:30-4)	4 Job Readiness/Resumes (9-4) Lunch (12-1)	5 Job Readiness/Interviewing (9-12) Lunch (12-1) Teamwork (2:30-4)	6 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Time Management (2:30-4)
9 Job Readiness/Skill Assessment (CASAS) (9-12) Lunch (12-1) Barriers to Employment (1-4)	10 Job Readiness/Skills Review (9-4) Lunch (12-1) Money Management/Labor Market Information (2:30-4)	11 Job Readiness/Skills Review (9-2:30) Lunch (12-1) CalJOBS Resume	12 Instructor Holiday Independent Job Search	13 Independent Job Search
16 Instructor Holiday Independent Job Search	17 Job Readiness/ Applications (9-2:30) Lunch (12-1) Goal Setting/Decision- Making (2:30-4)	18 Job Readiness/Resumes (9-4) Lunch (12-1)	19 Job Readiness/Interviewing (9-12) Lunch (12-1) Teamwork (2:30-4)	20 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Successful Work Habits (2:30-4)
23 Job Readiness/Skill Assessment (CASAS) (9-12) Lunch (12-1) Barriers to Employment (1-4)	24 Job Readiness/Skills Review (9-4) Lunch (12-1) Money Management/Labor Market Information (2:30-4)	25 Job Readiness/Skills Review (9-2:30) Lunch (12-1) CalJOBS Resume	26 Job Readiness/Skills Review (9-2:30) Lunch (12-1) Time Management (2:30-4)	27 Independent Job Search